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Library Trustee Minutes 11/8/10

Robbins Library Board of Trustees
Minutes of the Meeting
November 8, 2010

Call to Order

Chairman Kathryn Gandek-Tighe called the meeting to order at 7: 20 p.m. Attending were trustees, Katharine Fennelly, Brigid Kennedy-Pfister, Barbara Muldoon, Frank Murphy and Joyce Radochia. Heather Calvin was absent. Also attending were the Library Director, Maryellen Loud, and Assistant Director, Susan Priver.

Approval of Minutes

Upon a motion by Ms. Fennelly with a second by Mr. Murphy, the Board approved the minutes of the meeting of October 12, 2010.

Directors Report

Helen Kreisler, part-time Children's Librarian at the Robbins Library, passed away unexpectedly over the weekend. Helen was a treasured member of the staff and her story hours were immensely popular with the children.

Nancy Gentile is requesting an additional expenditure of \$300 to supplement the \$500 carryover from the Robbins Art Fund for supplies. Ms. Muldoon made a motion to allocate \$300, and Ms. Fennelly seconded the motion. The motion passed unanimously. Ms. Gentile also has a carryover of \$286.40 for personnel.

Rebecca Meehan would like to shift funding from the Young Adult Audiobook budget to the Young Adult book budget. The board thought that this was a good idea and did not need board approval.

Ms. Loud reported that the library staff is planning to discard the audiobook collection on cassette because of the low circulation.

The board discussed the possibility of passing on inter-library loan fees to patrons. Consensus of the board is to allow the library some leeway on charging fees.

The board discussed the proposed addition to the meeting room policy. Ms. Fennelly proposed a motion to accept the meeting room policy addition as amended with a second by Ms. Radochia. The motion passed unanimously.

Communications

There were no communications.

Community Time

No members of the community were present.

Discussion of “Marcelo in the Real World”

The board discussed “Marcelo in the Real World” community read book.

Update on FY 2012 Budget

Ms. Loud submitted a level-funded budget and a 10% reduced budget to the Town Manager. The Town Manager, Brian Sullivan, will be scheduling a meeting with Selectman Jack Hurd, President of Friends of Fox, Hilary Rappaport and Ms. Loud to discuss the budget for FY'12 for the Fox Branch.

Ms. Loud explained the reductions in personnel and therefore the need to reduce the total library hours by 3 hours/week in the 10% reduction budget. At a later date, the board will consider which set of hours to recommend for closure at the Robbins Library.

Outline for Annual Report

The board reviewed the proposed outline for the Annual Report that is included in the town's official publication.

Fundraising

Ms. Gandek-Tighe contacted over a dozen town organizations to meet to discuss a joint effort for marketing materials.

Ms. Gandek-Tighe recommended that the board utilize trust funds to hire a contractor to assist library staff with maintaining the donor database and mail solicitation campaign. The board reached a consensus on this issue.

Potential Author Program

Ms. Loud, Jennifer De Remer, Bob James and Ellen Wendruff met Dennis Lehane at an independent bookseller event. Mr. Lehane offered to speak at the library. Ms. Loud will follow up with the author's publicist.

Friends Update

Patti Page will be doing a book signing for her memoirs. The Friends of the Library will coordinate this.

Other

The older active adults grant from the Massachusetts Board of Library Commissioners is underway.

Date of Next Meeting

The next meeting will be December 14, 2010.

Adjournment

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Susan Priver

Assistant Director

Handouts:

- Addition to Meeting Room Policy
- Proposed Outline for Annual Report